

DATE: 11/20/06

**TITLE OF CRP: SYSTEMS, TECHNOLOGY, AND RESEARCH SUPPORT
INFORMATION OPERATIONS (STARS-IO)**

DISTRIBUTION ADDRESSEE CODE LIST

**1. MAILING ADDRESSES FOR U.S. ARMY SPACE AND MISSILE DEFENSE
COMMAND ARE BELOW. ALL CODES FOUND IN BLOCK 14 OF THE DD FORM 1423
WITH A HYPEN IN FRONT MUST USE THIS ADDRESS.**

**COMMANDING GENERAL
U.S. ARMY SPACE AND MISSILE DEFENSE COMMAND
P.O. BOX 1500
SMDC-(CODES WITH A HYPEN IN FRONT)
REDSTONE ARSENAL AL. 35807-3801**

**2. MAILING ADDRESSES FOR ALL OTHER CODES IN BLOCK 14, DD FORM 1423, ARE
AS FOLLOWS:**

<u>CODE</u>	<u>ADDRESS</u>
DIS	Receives address after award
DP	SMDC-DP, U.S. Army Space and Missile Defense Command, P.O. Box 15280, Arlington, VA 22215-0280
DRC	Dynamics Research Corporation, Attn: MDA Library, 1755 Jefferson Davis Highway, Crystal Square 5, Arlington, VA 22202
DTIC/OCA	DTIC/OCA, Defense Tech Information Center, Information Collection Division (DTIC-OA) (Eva Adams or Shari Pitts), Technical Reports Development Team, Ft. Belvoir, VA 22060-6218
RISC	COMMANDER US ARMY RESEARCH DEVELOPMENT AND ENGINEERING COMMAND REDSTONE SCIENTIFIC INFORMATION CENTER (RSIC) ATTN: (AMSRD-AMR-IN-IC)/DOCS REDSTONE ARSENAL, AL 35898

**SMDC-RDCM-SN RECEIVES A COPY OF THE LETTER OF TRANSMITTAL FOR ALL
CONTRACT DATA REQUIREMENT LISTS (CDRL) ITEMS UNLESS THE CODE -
RDCM-SN IS IN BLOCK 14 OF THE DD FORM 1423.**

DATE: 11/20/06

**TITLE OF CRP: SYSTEMS, TECHNOLOGY, AND RESEARCH SUPPORT
INFORMATION OPERATIONS (STARS-IO)**

DISTRIBUTION ADDRESSEE CODE LIST

1. MAILING ADDRESSES FOR U.S. ARMY SPACE AND MISSILE DEFENSE COMMAND ARE BELOW. ALL CODES FOUND IN BLOCK 14 OF THE DD FORM 1423 WITH A HYPHEN IN FRONT MUST USE THIS ADDRESS.

COMMANDING GENERAL
U.S. ARMY SPACE AND MISSILE DEFENSE COMMAND
P.O. BOX 1500
SMDC-(CODES WITH A HYPHEN IN FRONT)
REDSTONE ARSENAL AL. 35807-3801

2. MAILING ADDRESSES FOR ALL OTHER CODES IN BLOCK 14, DD FORM 1423, ARE AS FOLLOWS:

<u>CODE</u>	<u>ADDRESS</u>
DIS	Receives address after award
DP	SMDC-DP, U.S. Army Space and Missile Defense Command, P.O. Box 15280, Arlington, VA 22215-0280
DRC	Dynamics Research Corporation, Attn: MDA Library, 1755 Jefferson Davis Highway, Crystal Square 5, Arlington, VA 22202
DTIC/OCA	DTIC/OCA, Defense Tech Information Center, Information Collection Division (DTIC-OA) (Eva Adams or Shari Pitts), Technical Reports Development Team, Ft. Belvoir, VA 22060-6218
RISC	COMMANDER US ARMY RESEARCH DEVELOPMENT AND ENGINEERING COMMAND REDSTONE SCIENTIFIC INFORMATION CENTER (RSIC) ATTN: (AMSRD-AMR-IN-IC)/DOCS REDSTONE ARSENAL, AL 35898

SMDC-RDCM-SN RECEIVES A COPY OF THE LETTER OF TRANSMITTAL FOR ALL CONTRACT DATA REQUIREMENT LISTS (CDRL) ITEMS UNLESS THE CODE **-RDCM-SN** IS IN BLOCK 14 OF THE DD FORM 1423.

Systems, Technology, and Research Support Information Operations (STARS-IO)

INSTRUCTIONS FOR PREPARATION AND DELIVERY OF DATA AND FOR INTERPRETING DD FORM 1423

1. Letter of Transmittal - The Letter of Transmittal (coded LT in block 7 of the Contract Data Requirement List (CDRL)) shall be used when transmitting the reports/data items listed in the CDRL. The data letter transmittal shall reference the CDRL sequence number(s) of the data items. For data requirements which have an "A" coded in CDRL block 8, the LT shall contain a request for written approval from the government. Copies of data designated for delivery to the responsible technical office shall be forwarded by the original LT. Copies of all letters of transmittals (without enclosures unless they are specifically requested) shall be furnished to the USASMDC contractor officer, ATTN: **SMDC-RDCM-SN** and also to the administrative contracting officer (ACO) when another government agency is identified at contract award to perform those tasks. The contractor shall also forward a copy of the LTs (with appropriate enclosures) to each data recipient identified in CDRL, Block 14. The government's/ contractor's responsibilities for timely processing of such submitted data is identified in Block 16 by the expression "APPROVAL" GXX/CYY" (numbers are inserted in place of XX and YY which represent numbers of calendar days). This expression is interpreted as follows: "Government response, e.g., approval/ disapproval/comments will be provided in "XX" calendar days after receipt of the data from the contractor; the contractor will update/revise the data reflecting the government's comments and resubmit with "YY" calendar days of receipt of the government response. When a "No" appears in Block 8, approval is not required.

2. Relationship Among CDRL Exhibits A,B, etc. This paragraph applies only if the contract contains multiple CDRL exhibits. The Exhibits correspond to the contract period identified by Contract Line Item Numbers (CLINs) i.e., basic and option(s) in compliance with DFAR 204, 7105-2 and to allow proper allocation of cost to the appropriate contract period. The cost related to updating a non-repetitive document (i.e., Plans) which remain in effect for the entire anticipated contract will be applicable to the period when the updating occurs. The segregation by contract period does not require new document submission that is unrelated and without continuity to the previous period. Repetitive documents submitted in the basic period (i.e., status and cost reports) shall continue to be submitted according to the schedule established, throughout the life of the contract.

Systems, Technology, and Research Support Information Operations (STARS-IO)

INSTRUCTIONS FOR PREPARATION AND DELIVERY OF DATA AND FOR INTERPRETING DD FORM 1423 (cont'd)

3. Applicability of Data Item Description (DID). Only Block 10 of the DID is contractually binding. All other information or instructions contained in the DID should be considered information. Specifically instructions contained in Blocks 6a and 6b should be disregarded since all distribution is specified in Block 14 of the CDRL.

4. Acquisition Streamlining. It is the intent that minimum essential requirements be stated in all acquisitions. Where appropriate tailoring has not been applied, the technical office cited in block of 6 of the CDRL should be contracted for guidance. References contained in DID pertaining to electronic media submission is not applicable unless specifically stated in block 16 of one time DID. Hard copy is to be assumed.

5. Submission to Technical Libraries DTIC and RSIC
Prepare a Report Documentation Page SF298, to be included as the first right-hand page after the cover. Only the approved report, where government approval is specified in block 8 of the CDRL, shall be distributed to libraries. Any report forwarded to DTIC shall be accompanied by a completed DTIC Form 50 for notifying the sponsoring agency of the assigned number. This completed DTIC Form 50 shall be addressed as follows.

COMMANDER
USRESEARCH DEVELOPMENT AND ENGINEERING COMMAND
REDSTONE SCIENTIFIC INFORMATION CENTER (RSIC)
ATTN: (AMSRD-AMR-IN-IC)/DOCS
REDSTONE ARSENAL, AL 35898

Blank copies of DTIC Form 50 are supplied by DTIC-FDAC,
telephone (202) 274-6837/6807, AUTOVON 284-6837/6803.

6. Complete information for interpreting codes shown on the CDRL is contained in "Procedures for the Acquisition and Management of Technical Data, DoD 5010.12-M". Frequently used codes are as follows:

Systems, Technology, and Research Support Information Operations (STARS-IO)

INSTRUCTIONS FOR PREPARATION AND DELIVERY OF DATA AND FOR INTERPRETING DD FORM 1423 (cont'd)

DAC Days after contract award	OTIME One time submission
MAC Months after contract award	ONE/R One with revision
EOC End of contract	ASREQ As required

7. In those instances in which a DID has been generated to fit a particular requirement, it is assigned a unique identifier code (e.g., OT-xxxx-xxxxx).

CONTRACT DATA REQUIREMENTS LIST

(1 Data Item)

Form Approved

OMB NO. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden, estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington, Headquarters Services Directorate for Information and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for the Contract/PR NO listed in Block E.

A. CONTRACT LINE ITEM NO. 0002		B. EXHIBIT A		C. CATEGORY: TDP _____ TM _____ OTHER _____					
D. SYSTEM/ITEM		E. CONTRACT/PR NO.		F. CONTRACTOR					
1. DATA ITEM NO. *001		2. TITLE OF DATA ITEM TECHNICAL REPORT- STUDY SERVICES		3. SUBTITLE					
4. AUTHORITY (DATA ACQUISITION DOC NO.) DI-MISC-80508A		5. CONTRACT REFERENCE		6. REQUIRING OFFICE SMDC-FW-SC					
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQ ASREQ	12. DATE OF FIRST SUB SEE BLK 16	14. DISTRIBUTION					
8. APP CODE A	C	11. AOD N/A	13. DATE OF SUBSEQ SUB SEE BLK 16	a. ADDRESSEE	b. COPIES				
16. REMARKS CONTRACTOR FORMAT ACCEPTABLE. SUBMIT REPORT IN LATEST GOVERNMENT APPROVED ELECTRONIC MEDIA (SUBMIT ONE IN ELECTRONIC MEDIA). **LETTER OF TRANSMITTAL ONLY. APPROVAL: G15/C15									
								15. TOTAL --->	1
				G. PREPARED BY		H. DATE		I. APPROVED BY	
17. PRICE GROUP		J. DATE							

Page 1 of 7 Pages

Form Approved
OMB NO. 0704-0188

Form Approved
OMB NO. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden, estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington, Headquarters Services Directorate for Information and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for the Contract/PR no listed in Block E.

A. CONTRACT LINE ITEM NO. 0002		B. EXHIBIT A		C. CATEGORY: TDP _____ TM _____ OTHER _____					
D. SYSTEM/ITEM		E. CONTRACT/PR NO.		F. CONTRACTOR					
1. DATA ITEM NO. *002		2. TITLE OF DATA ITEM FUNDS AND MANHOUR EXPENDITURE REPORT		3. SUBTITLE					
4. AUTHORITY (DATA ACQUISITION DOC NO.) DI-FNCL-80331/M		5. CONTRACT REFERENCE		6. REQUIRING OFFICE SMDC-FW-SC					
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQ MTHLY	12. DATE OF FIRST SUB SEE BLK 16	14. DISTRIBUTION					
8. APP CODE N/A		11. AOD N/A	13. DATE OF SUBSEQ SUB SEE BLK 16	a. ADDRESSEE	b. COPIES				
	C				Draft				
16. REMARKS FIRST REPORT DUE 15 WORKING DAYS AFTER FIRST FULL ACCOUNTING PERIOD FOLLOWING CONTRACT AWARD WITH SUBSEQUENT SUBMISSIONS DUE 15 DAYS AFTER CLOSE OF ACCOUNTING PERIOD. SUBMIT CONCURRENT WITH CONTRACT FUND STATUS REPORT. SUBMISSIONS SHALL INCLUDE THE FORMATTED FUNDS AND MANHOURS EXPENDITURE SUMMARY (SEE FIGURE 1 OF DID). GRAPHIC PLOTS ARE NOT REQUIRED. TAILOR DID AS FOLLOWS: DELETE 10.1(B), (C), 10.3.2, 10.3.3 ALL. SUBMIT REPORT IN LATEST GOVERNMENT APPROVED ELECTRONIC MEDIA (SUBMIT ONE IN ELECTRONIC MEDIA).					Final				
				G. PREPARED BY				H. DATE	
				I. APPROVED BY				J. DATE	

(1 Data Item)

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden, estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington, Headquarters Services Directorate for Information and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for the Contract/PR NO listed in Block E.

A. CONTRACT LINE ITEM NO. 0002		B. EXHIBIT A		C. CATEGORY: TDP _____ TM _____ OTHER _____		
D. SYSTEM/ITEM			E. CONTRACT/PR NO.		F. CONTRACTOR	
1. DATA ITEM NO. *004		2. TITLE OF DATA ITEM OPERATION SECURITY (OPSEC) PLAN			3. SUBTITLE	
4. AUTHORITY (DATA ACQUISITION DOC NO.) DI-MGMT-80934A			5. CONTRACT REFERENCE		6. REQUIRING OFFICE SMDC-FW-SC	
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQ SEE BLK 16	12. DATE OF FIRST SUB SEE BLK 16	14. DISTRIBUTION		
8. APP CODE A		11. AOD N/A	13. DATE OF SUBSEQ SUB SEE BLK 16	a. ADDRESSEE	b. COPIES	
16. REMARKS. CONTRACTOR FORMAT ACCEPTABLE. CONTRACTOR SHALL PROVIDE OPSEC PLAN TO THE GOVERNMENT 45 DAYS AFTER CONTRACT AWARD. SUBMIT REPORT IN LATEST GOVERNMENT APPROVED ELECTRONIC MEDIA (SUBMIT ONE IN ELECTRONIC MEDIA). APPROVAL: G15/C15 **LETTER OF TRANSMITTAL ONLY					Draft	
					Final	
					Reg	Repro
					1	
					**	
15. TOTAL -->					2	
G. PREPARED BY			H. DATE	I. APPROVED BY		
J. DATE						
17. PRICE GROUP		18. ESTIMATED TOTAL PRICE			Page 4 of 7 Pages	

CONTRACT DATA REQUIREMENTS LIST

(1 Data Item)

Form Approved
OMB NO. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden, estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington, Headquarters Services Directorate for Information and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for the Contract/PR NO listed in Block E.

A. CONTRACT LINE ITEM NO. 0002		B. EXHIBIT A		C. CATEGORY: TDP _____ TM _____ OTHER _____			
D. SYSTEM/ITEM			E. CONTRACT/PR NO.		F. CONTRACTOR		
1. DATA ITEM NO. *005		2. TITLE OF DATA ITEM TECHNICAL REPORT- STUDY SERVICES			3. SUBTITLE FINAL REPORT		
4. AUTHORITY (DATA ACQUISITION DOC NO.) DI-MISC-80508A			5. CONTRACT REFERENCE			6. REQUIRING OFFICE SMDC-FW-SC	
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED C	10. FREQ ONE/R	12. DATE OF FIRST SUB SEE BLK 16		14. DISTRIBUTION		
8. APP CODE A		11. AOD N/A	13. DATE OF SUBSEQ SUB SEE BLK 16		a. ADDRESSEE	Draft	b. COPIES Final
16. REMARKS CONTRACTOR FORMAT ACCEPTABLE. SUBMIT REPORT IN LATEST GOVERNMENT APPROVED ELECTRONIC MEDIA (SUBMIT ONE IN ELECTRONIC MEDIA). SUBMIT REPORT 30 DAYS BEFORE END OF CONTRACT. APPROVAL: G20/C20 **LETTER OF TRANSMITTAL ONLY.							
G. PREPARED BY				15. TOTAL -->		3	
17. PRICE GROUP			H. DATE	I. APPROVED BY		J. DATE	

Page 5 of 7 Pages

CONTRACT DATA REQUIREMENTS LIST (1 Data Item)						Form Approved OMB NO. 0704-0188	
Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden, estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington, Headquarters Services Directorate for Information and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for the Contract/PR NO listed in Block E.							
A. CONTRACT LINE ITEM NO. 0002			B. EXHIBIT		C. CATEGORY: TDP _____ TM _____ OTHER _____		
D. SYSTEM/ITEM			E. CONTRACT/PR NO.		F. CONTRACTOR		
1. DATA ITEM NO. *006		2. TITLE OF DATA ITEM SOFTWARE DEVELOPMENT PLAN				3. SUBTITLE	
4. AUTHORITY (DATA ACQUISITION DOC NO.) DI-IPSC-81427			5. CONTRACT REFERENCE			6. REQUIRING OFFICE	
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQ ASREQ	12. DATE OF FIRST SUB SEE BLK 16	14. DISTRIBUTION			
8. APP CODE A		11. AOD N/A	13. DATE OF SUBSEQ SUB	a. ADDRESSEE	b. COPIES		
	c				Draft	Reg	Repro
16. REMARKS CONTRACTOR FORMAT ACCEPTABLE. SUBMIT REPORT IN LATEST GOVERNMENT APPROVED ELECTRONIC MEDIA (SUBMIT ONE IN ELECTRONIC MEDIA). APPROVAL: G15/C15 ** LETTER OF TRANSMITTAL ONLY				-FW-SC		1	
				-RDCM-SN		**	
G. PREPARED BY			H. DATE	I. APPROVED BY		J. DATE	
17. PRICE GROUP		18. ESTIMATED TOTAL PRICE			Page 6 of 7 Pages		

(1 Data Item)

Form Approved
OMB NO. 0704-0188

A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP _____ TM _____ OTHER _____
0002		

D. SYSTEM/	E. CONTRACT/PR NO.	F. CONTRACTOR MILTEC
------------	--------------------	-------------------------

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
*007	SOFTWARE PRODUCT SPECIFICATIONS (SPS)	

4. AUTHORITY (DATA ACQUISITION DOC NO.) DI-IPSC-81441	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
---	-----------------------	---------------------

7. DD 250 REQ LT	9. DIST STATEMENT	10. FREQ ASREQ	12. DATE OF FIRST SUB SEE BLK 16	14. DISTRIBUTION		
8. APP CODE A	REQUIRED C	11. AOD N/A	13. DATE OF SUBSEQ SUB	a. ADDRESSEE	b. COPIES	
						Draft
						Reg Repro

[illegible]

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
----------------	---------	----------------	---------

17. PRICE GROUP	18. ESTIMATED TOTAL PRICE	Page <u>7</u> of <u>7</u> Pages
-----------------	---------------------------	---------------------------------